



**THE PHILADELPHIA PARKING AUTHORITY
701 MARKET STREET – SUITE 5400
PHILADELPHIA, PA 19106**

REGULATION SIGNS, DECALS AND GRAPHIC FILM

Bid No. 23-25

NOTICE TO BIDDERS

The Authority is seeking bids from qualified Bidders for the fabrication of parking regulation signs and decals.

Sealed bids will be received until **12:00 PM on Wednesday, March 13, 2024** by the Philadelphia Parking Authority (“Authority”), a body corporate and politic created under the laws of the Commonwealth of Pennsylvania in accordance with the Act of June 19, 2001, P.L. 287, No. 22, as amended, known as the “Parking Authority Law,” in the offices of the Authority, located at 701 Market Street, Suite 5400, Philadelphia, PA 19106.

Prospective **Bidders must register** using the [Bidder Registration Form](#) (control-click to follow link) prior to downloading the bid document from the Authority’s website.

In order to be considered an eligible Bidder, Prospective Bidders are required to attend a mandatory, in-person Pre-Bid Meeting on **Wednesday, February 14, 2024 at 11:00 AM** at the Authority’s headquarters located at 701 Market Street, Suite 5400, Philadelphia, PA 19106.

Samples of each sign item will be on display during the Pre-Bid meeting. Immediately following the Pre-Bid meeting, bidders will be given the opportunity to inspect all current sign items. Bidders must inspect the uniform items and determine the correct font, color, dimension signs, etc. each item requires.

Prospective Bidders who are having trouble locating the Authority headquarters should contact Shannon Stewart at 215.837.9025.

Prospective Bidders are encouraged to submit questions until **Friday, February 23, 2024, at 12:00 PM**. Please submit all questions via the Question Submission Form using the link below:

<https://app.smartsheet.com/b/form/a877d77dc7684c6baf17f23b1f588be5>

Only questions submitted in writing will be considered. Any addenda issued will be emailed to all eligible Bidders and posted to the Authority’s website at www.philapark.org.

Bids are due no later than 12:00 PM on Wednesday, March 13, 2024.